

Architectural Control Committee

MINUTES

Date: Tuesday, April 18th, 2023

Time: 9:30 a.m. in the Clubhouse

1. Call to Order
2. Pledge of Allegiance @ 9:34 AM
3. Roll Call: Ron Foote, Bob Burns, Michael Johnson, and Trustee- Dave Curtis **(Present)**
District Manager Miguel Garcia Jr. & Bill Linhares **(Absent)**
4. Applications for Review
5. Suggestions, Problems, Issues or Concerns
6. Public Comments
7. ACC Board Member Comments
8. Adjournment

Applications

Applicant:	Arturo Ovalles (Not Present)
Address:	1285 Dove
Application:	Demolition
Contractor:	Tropical Demolition
Action:	Application approved before meeting.

Applicant:	Wayne Adams & Carol Sommers (Carol Present)
Address:	1143 Greenview
Application:	Removal of old deck and rebuild with new treated lumber
Contractor:	Owner
Action:	Application approved. Bob motioned; Mike seconded. All in favor.

Applicant:	Loren & Connie Christley (Connie Present)
Address:	155 Holiday Park
Application:	Re-roof with TPO single ply membrane
Contractor:	All Florida Weatherproofing & Construction
Action:	Application approved. Bob motioned; Mike seconded. All in favor.

Applicant:	Kelly Hunter (Present)
Address:	187 Holiday Park
Application:	Hough Roofing
Contractor:	Fix damaged gutter, fascia, skirting & awning arms. Add flashing between addition and home.
Action:	Application approved. Bob motioned; Mike seconded. All in favor.

Applicant:	Julie Hoitt - Authorized Representative (Not Present)
Address:	195 Holiday Park Blvd
Application:	A rubber membrane to be installed over existing carport & sunroom. Flashing installed where trailer and carport meet.
Contractor:	Hough Roofing Inc
Action:	Application rejected by ACC Chairman after application was reviewed. Issue with signature pages and email correspondence is insufficient Said matter will be referred to the Trustee Board, District Manager, and Park Attorney. Bob made motion; Mike seconded. All in favor.

Updates	
1285 Dove	Still waiting on demolition. The application was approved before the meeting. The ACC Board did a check on the permit status for this order.
194 HPB	Home has been brought in. The carport is completed, siding is also said to be complete. Waiting on finalization.
195 HPB	A stop work order was placed. Representative has completed the ACC Application and submitted legal documentation with intent to prove power of attorney of property. This application was rejected by the ACC Chairman. See application action section above.
254 HPB	Still waiting on demolition. The resident still has not submitted the ACC Application.
334 HPB	Attorney sent letter to resident. No further action to report.

Notes:

- All ACC applications need to be submitted 7 days prior to the meeting.
- All ACC applications need to be completed in full or they will be rejected. Signatures from both owners and contractors need to be on the application. Furthermore, the contractors need to submit valid licenses and insurance documents.

- All residents are required to maintain their property even while away. You may fill out an authorization to enter form for someone to maintain your property in your absence.
- If you have pending violations, please contact the district office when you correct them. Failure to do so will result in another violation notice. The office does not do extensions for violations, residents have 90 days to address them.
- The District Office only handles documentation for the ACC Board. For specific information needed on a case-by-case basis, residents will need to contact ACC board members directly.

Discussion:

- Regarding 195 Holiday Park Blvd, the ACC Clerical Assistant, Toni-Ane directed them to the attached documents that provided proof of ownership of the trust. In which, the home is listed as a part of the trust. Applicants Julie Hoitt and Tim Couture are the designated successor trustees of the trust. As per the certificate regarding revocable trust, both are given the right to maintain the property. Toni-Ane expressed that all documents gathered were already given to the park's attorney, and the Chairman of the Trustee Board for review. The ACC Board received at the start of the meeting the email correspondence between the District Manager and the Park's attorney. The attorney had stated that the documents were acceptable. The ACC Board still chose to reject the application.
- Randy Harris submitted a letter of intent to the ACC Board. His letter will be reviewed by the board of trustees. All board members have received the letter in mention.
- Mike Johnson stated that he will return to Holiday Park in December 2023.
- Ron spoke to Mr. Harris about the ACC Board and what the project entails.
- Mike spoke on the importance of the ACC Board and how they help the Park & community.
- Ron and Bob expressed the need for meetings during the Summer. Karen Foote provided July 11th & August 15th as the Summer meeting dates.
- David Curtis spoke on the hot pool and how it is closed until further notice.
- Karen Foote came to the stand and stated that old applications from All Florida will no longer be accepted. She also expressed her concern with 334 Holiday Park. This matter is due for follow-up and action. She spoke on 464 Holiday Park Blvd, and how there is still an open permit from Hough Roofing dating back to 6/20/22. She requests a status update with Hough Roofing and the owner. She pointed out that certain applications are to have a survey attached with them and referenced one of the applications at this meeting.
- Karen Foote told the ACC Clerical Assistant to put the following items on the next ACC Meeting Agenda.
 - Status updates for violations. Karen states that residents have started to ask about the outcome of the 3rd violation letters.
 - Follow-up and action needed on 334 Holiday Park Blvd.
- The ACC Board is still looking for new members, all current ACC members terms are up in June. Inspections will continue.

Sign In

- Carol Sommers
- Connie Christley
- Randy Harris
- Kelly Hunter
- Robert Adey
- Karen Foote

The meeting was adjourned at 10:26 AM. Bob made the motion; Mike seconded, all in favor.

Next ACC Meeting is May 2nd, 2023.

Meeting Minutes typed by Toni-Ane.